

Subject: RE: RE: Meeting tomorrow
From: "Sarah Hutchinson" <SHutchinson@ccala.org>
Date: 08/15/2016 04:02 PM
To: "Henna Sherzai" <HSherzai@downtownla.com>

Sure, no prob!

From: Henna Sherzai
Sent: Monday, August 15, 2016 3:55 PM
To: Sarah Hutchinson <SHutchinson@ccala.org>
Subject: Meeting tomorrow

Hi Sarah,

We have some guests for a meeting at 10:30 AM tomorrow. Can you please help with drink set-up? List below for security. Thanks!

- Joe Fernandez- can go into conference room upon arrival
- James Malone- can go into conference room upon arrival
- Samantha Martin- can go into conference room upon arrival
- Heather Eichele- please ask to wait outside of conference room
- Andre Philip- please ask to wait outside of conference room

Thanks!

Henna Sherzai
Director of Marketing & Communications

 <https://www.downtov>

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